

Meeting	Management Advisory Board
Meeting date	20 December 2021
Meeting time	10:45 – 11:30
Meeting location	MS Teams

Members in attendance	Mark Adderley	Non-executive Board Member
	Ian Forbes	Non-executive Board Member
	Liz Holmes	Non-executive Board Member
	Helen Mackenzie	Non-executive Board Member
	Jane Malcolm	Non-executive Board Member
	Norman McNeil	Non-executive Board Member
Other attendees	David Robb	Chair, Chief Executive (from item 3)
	Iain Coltman	Head of Regulatory Affairs (Interim)
	Garry Cossar	Head of Colleague Experience (Interim)
	Dev Dey	Head of Customer Services
	Hannah Grout	Risk and Assurance Manager
	Stuart MacArthur	Governance Manager
	Andre Morelli	Head of Digital and IT
	Karen Morley	Head of Finance, Procurement and Risk
Apologies	Lesley Fraser	Director General: Corporate
	Rachel Miller	Head of Operational Excellence (interim)
Minute taker	Marnie Davis Wood	Governance Delivery Lead

1. Welcome and apologies

- 1.1 Apologies were received from Lesley Fraser and Rachel Miller.
- 1.2 Karen Morley welcomed members to the meeting.

2. Declaration of interests

- 2.1 There were no changes to the Register of Interests nor were there any declarations of interest in the business to be conducted.

3. Scheme Annual Report and Accounts

- 3.1 KM introduced the Annual Report and Accounts for the NHS and Teachers' Pension Schemes, noting that the Audit and Risk Committee had met prior to this meeting and had recommended to the Board and the Accountable Officer that the Accounts be signed.
- 3.2 KM thanked Board members for their comments on the Accounts prior to the meeting and noted that where changes were reflected, if the sections were the same as the Agency Accounts which had already been approved, the changes would not be made in the Scheme Accounts to ensure consistency. These comments, however, had been noted and would be considered in the preparation of next year's Accounts. KM addressed some substantive comments including the change of name for the NHS additional voluntary contributions provider; the wording of the report from the actuaries; and the role title (interim/substantive) of the Chief Executive.
- 3.3 For all Accounts, Audit Scotland had reached an unqualified opinion with no unadjusted misstatements. KM wished to record her formal thanks to the Finance team, in particular Mark Gregory for his leadership and Gordon Dawtry, for their excellent work on the accounts through a very challenging period.

- 3.4 The Board noted that despite recommendations in the Audit report, there was no representation from Scottish Government at this meeting, nor had there been at the Audit and Risk Committee meeting on the same day. The Chair undertook to relay these concerns to the Fraser Figure.
- 3.5 The Board considered how the Pension Boards might better engage with both the Board and the Audit and Risk Committee in relation to governance of the scheme accounts and broader strategic risks involving the schemes.
- 3.6 On behalf of the Audit and Risk Committee, Helen Mackenzie formally recommended to the Board that the Accountable Officer sign the Scheme Annual Report and Accounts and this recommendation was accepted. It was noted that the Accounts would be signed on 21 December and they would be laid before Parliament on 23 December.

Action 1221.01: DR to sign the Scheme Annual Report and Accounts and lay them before Parliament.

4. AOB

- 4.1 The Committee offered warm congratulations to David Robb on his appointment as the substantive Chief Executive.

5. Date of next meeting

- 5.1 The next Board meeting will be held on 26 January 2022.

Version Control		
		Version number
Date draft completed	31 December 2021	0.1
Date minutes sent to chair	5 January 2022	0.1
Date approved by chair	7 January 2022	1.0
Date approved by board/committee	26 January 2022	1.0
Date of publication	3 February 2022	1.0